

DDA 85-0060/44
8 November 1985

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 8 November 1985

100-15

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

b. Rain during the past week has had an impact on the construction site. In addition to turning the area into a sea of mud and restricting the placement of steel, it has been the cause of two accidents. In both accidents construction workers fell from wet, wooden ladders, causing one man to suffer a hairline fracture and the other minor bruises.

c. Renovation of the 1D Corridor Exhibit Hall commenced this past weekend. Work is to include lowering the ceiling to ten feet, installing self-storing display panels, flush mounting light traces, and using color-coordinated paint and fabric. This project not only enhances the display area, but also offers a considerably safer and neater panel system.

All Portions SECRET

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d. An Office of Personnel (OP) representative visited The University of the South at Sewanee, Tennessee, and gave a presentation to 52 students on career opportunities in the Agency. The presentation generated requests for 25 screening interviews, 13 of whom were given Personal History Statement (PHS) packets. The Office of Medical Services will proctor a special PATB for these applicants in mid-November at Sewanee.

e. Career Trainee representatives made a presentation to 35 students at Appalachian State University, at Boone, North Carolina. The presentation resulted in 20 interviews, nine students sitting for the PATB, and four PHS packages being handed out. The Placement Director arranged a faculty luncheon for the Chairs of Political Science, International Relations, Business, and Geography Departments. Encouragement was given for a return visit in the spring to discuss CIA careers among the juniors.

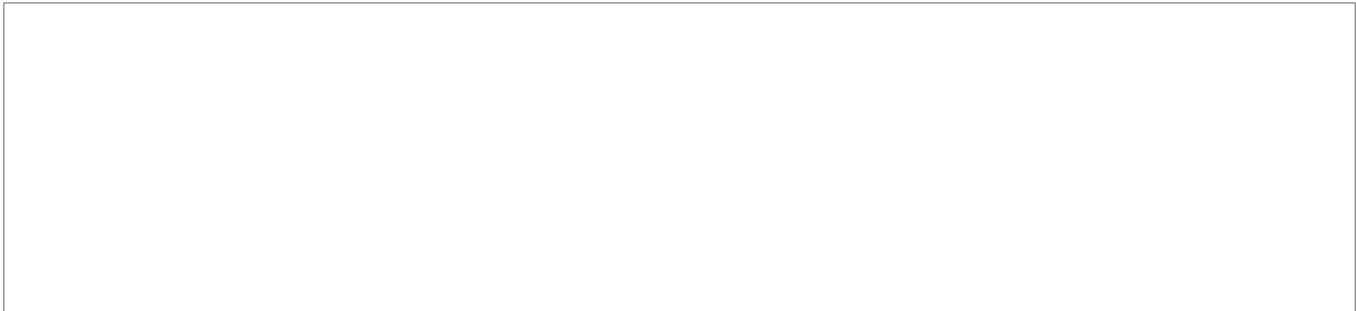
f. Responses from the Newsweek advertisement are continuing to increase and totalled 427 as of 1 November. Regional recruitment activity centers have received 213 resumes for follow-up, 21 have been sent directly to OP for action, and the remaining 193 have been rejected.

25X1 g. Two hundred ninety responses have been received thus far by the [redacted] as a result of radio broadcasts announcing employment opportunities to the Hispanic communities in the southwestern part of the U.S. Of this number, 221 have been rejected, 40 are scheduled for interviews, seven have been referred to other recruitment offices, and 22 have been given employment forms. The regional recruiter believes this effort has further enhanced the Agency's visibility in the Hispanic community.

25X1 h. [redacted]
25X1 coordinated Agency floor action at the Business People, Inc., High Tech Fair
25X1 at the Tyson's Westpark Hotel. The [redacted] recruiter headed a team consisting
25X1 of representatives from OSO, ORD, OD&E and the DI in talking with over 400
25X1 prospective applicants who stopped at the Agency booth. Statistics on the
25X1 fair were impressive. Of 305 resumes received, 147 fall into the "promising"
25X1 category and will be followed up by [redacted] for the participating offices.
Disciplines included electronic engineers, mechanical engineers, and
physicists.

i. OP recruiters recently returned from a Florida recruiting trip where 158 out of 185 applicants qualified for employment based on the clerical SET results.

25X1



k. Last Saturday, OP mounted a major effort involving 56 employees to reduce the claims backlog. As a result, 742 claims were processed establishing the largest one-day production record in recent times for the Division. With the use of former adjudicators working during the week and on an overtime basis, OP is making a significant reduction in the claims backlog.

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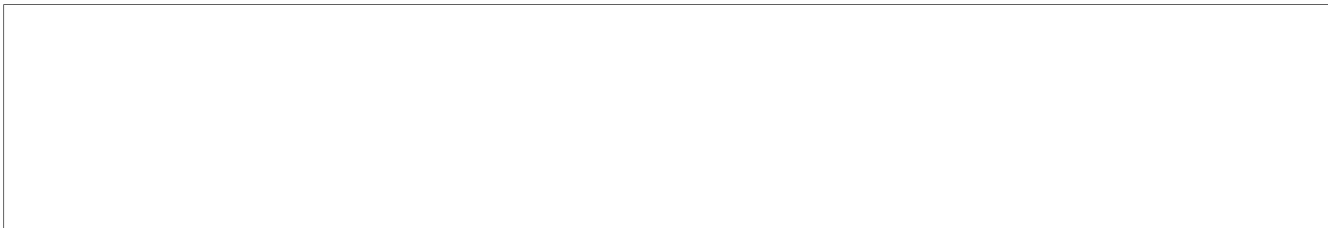
25X1

l. OP representatives met with members of the Department of Justice (DOJ) to discuss the establishment of an Agency mechanism for filing claims **under the Public Safety Officers Benefit Act. Under the Act, beneficiaries of qualified employees killed in the line of duty will receive a payment of \$50,000.**



m. OP's annual Retirement and Financial Planning Seminar was conducted, and an initial review of critique booklets and feedback from participants indicates that the Seminar was an overwhelming success. It is interesting to note that our keynote speaker, Dr. Patrick Montana, who is the President of the National Center for Career Life Planning for the American Management Association, stated that the Agency was quite unique in providing such a comprehensive seminar for employees nearing retirement.

25X1



o. Representatives from the Office of Information Technology (OIT) and the Office of Communications (OC) attended a meeting at the White House to discuss Presidential communications. The meeting focused on inter-operability of communications between the President and permanent members of the NSC.

25X1 p. The number of terminal relocations in October was almost double
any previous month in OIT history, undoubtedly because of the port shortage in
the [] and Northside computer centers.

25X1 r. CTE's seminar, "CIA and the Congress," was held 28 - 31 October.
Highlights were sessions on the Hill with Senator Durenberger, Chairman of the
Senate Select Committee on Intelligence (SSCI) and Congressman Lee Hamilton,
Chairman of the House Permanent Select Committee on Intelligence (HPSCI) and
staff members. Senator Durenberger focused on his reasons and goals for
revitalizing the SSCI, the need for the DCI to submit an annual National
Intelligence Strategy, commented on the Howard case and the Philippine
situation, and responded to a wide range of questions. He and Representative
Hamilton both stressed that we must understand the extent to which all
members of Congress as politicians have their interests driven by their
constituents and by the press/media. One outcome is that their major concern
with CIA is covert action. The course opened with a panel of Agency officers
and J. Kenneth Robinson, former ranking minority member of HPSCI. The class
also met with Congressman Henry Hyde. The course directors commented that
discussions on the Hill were friendlier and less critical than those of the
first running in April 1985.

25X1 3. Significant activities anticipated during the coming week:

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Harry E. Fitzwater

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S E C R E T

25X1 **DDA/MS** [REDACTED] **08NOV85:** [REDACTED]
Orig - DCI
1 - DDCI
1 - EXDIR
25X1 1 - OLL [REDACTED]
1 - Ea. DA OD (via AIM/Wang)
1 - SSA/DDA
1 - DDA/CMS
1 - DDA/MS
1 - DDA/EEO
1 - DDA Subj
1 - HEF Hold
1 - EO Subj

S E C R E T